



Rev. Date: 10-2-2022

Adopted by the Library Board 11-30-2002

## Public Library System

## Fines & Fees

### 1. Policy Statement:

In accordance with the City of Scottsdale Revised Code, § 20-20, all cardholders are responsible for materials borrowed on their card. ~~The Library Director may impose and collect fees or Interlibrary Loan (ILL) fines for the infringement of the established rules and regulations and may suspend or revoke the borrowing of any book or other material by a cardholder who has failed or refused to pay any fee or ILL fine or to return any book or other material by the due date set by the Library Director.~~ **Scottsdale Public Library may charge fees to cover the cost of damaged or lost items.**

### 2. Regulations:

- 2.1 A patron becomes delinquent when the charges on his/her account reach \$10.00. Borrowing privileges are suspended until the total charges owed are less than \$10.00.
- 2.2 Staff has the option of waiving or reducing a charge if they feel extenuating circumstances so warrant.
- 2.3 All library debts are discharged when listed in a patron's bankruptcy.
- 2.4 In accordance with the Library's waiving procedures, a police report (filed within 60 days of items being due) is necessary for the Library to consider waiving fees on items stolen from the patron or checked out on a lost/stolen library card.
- 2.5 Patron may be given a refund within **30 days 6 months** of payment for lost items. Return of the library item in reusable condition and proof of payment showing method of payment are required for a refund.
- 2.6 ~~Cash refunds up to \$50.00 are allowed for transactions paid by cash or traveler's checks. Cash refunds up to \$10.00 are allowed for transactions paid by personal checks. Refunds for check transactions over \$10.00 must be issued by City check through the Accounts Payable department. Transactions processed in a branch will be issued by check. Transactions processed online must be refunded on the same credit card.~~

### 3. Additional Fees:

- 3.1 Lost or Damaged Materials, Kit/Kit Contents Replacement Actual cost of item or if multiple items, the average cost of kit contents. If the material or equipment is provided to the Library by a non-City of Scottsdale partner, the fee charged will be up to the cost of the materials paid for by the partner organization.

Lost or Damaged Miscellaneous Supplemental Materials/Contents	\$5.00 per item (replacements are not accepted).
Lost or Damaged Audiobook Discs (pieces of multi-disc sets)	\$10.0 per disc
Lost or Damaged Book Club to Go Tote Bags	\$20.00 per bag
Returned Check & Credit Card Chargebacks	\$25.00